## FILING AN OBJECTION TO CONFIRMATION OF A PLAN

This procedure applies to Chapter 11, 12 and 13 cases.

\* Click **Bankruptcy** on the CMECF Main Menu Bar as shown below.



The **Bankruptcy Event** screen appears as shown below.



\* Click **Plan.** 

The **Case Selection** screen appears as shown below.

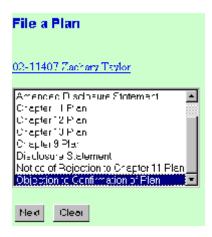


- \* Enter the case number including the hyphen.
- \* Click **Next**.

The Document Selection screen appears as shown below.



\* Click the down arrow to the right of the box and select **Objection to Confirmation of Plan** as shown below.



\* Click **Next**.

The Joint Filing screen appears as shown below.



- \* If this is a joint filing with another attorney, select the box.
- \* If this is not a joint filing with another attorney, do not select the box.
- \* Click Next.

The **Party Selection** screen appears similar to the one show below.



\* If the party on whose behalf the document is being filed is included in the party list, select the party then click **Next** and proceed to Page 13.6.

\* If the party is NOT included in the party list, click the Add/Create New Party button.

The **Party Search** screen appears as shown below.



- \* Enter the party's last name or business name then click **Search**.
- \* If there are no matches, the system will return a **No Person Found** message as shown in the screen below.

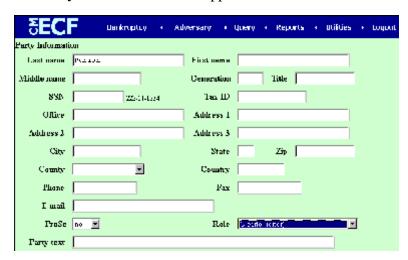
Make sure your search criteria is accurate.

If the party is not found on the first try, use different criteria to search again.

\* If the party's name does not appear, click **Create New Party**.



The **Party Information** screen appears as shown below.



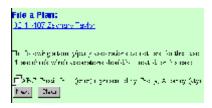
- \* Enter the creditor's information in the appropriate field(s).
- \* The default in the **Pro se** field is **No**. Accept the default.
- \* Expand the **Role** field by clicking on the down arrow to the right of the **Role** box.
- \* Select the appropriate role of **Creditor**.
- \* Click **Submit**.

The creditor is now selected as the filing party.



\* Click **Next**.

The Attorney/Party Association screen appears as shown below.



- \* Check the box.
- \* Click **Next**.

The **PDF Selection** screen appears as shown below.

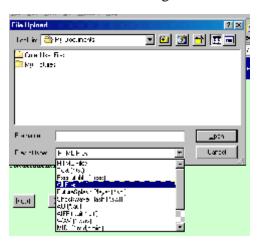


You need to locate, preview and associate the PDF file with the docket entry.

\* Click the **Browse** button.

The **File Upload** screen appears as shown below.

\* Click the down arrow to the right of the **Files of type** field as shown.



\* In the drop-down box, click on **All Files(\*.\***).

\* Locate the appropriate PDF file.

## NOTE: Always preview a file before you associate it with the docket entry.

\* To preview the file, right click the file.

A drop-down menu similar to the one below will appear.



\* Click **Open** on the drop-down menu to view the file.

The following screen will flash as Adobe Acrobat Reader opens.



Then the selected file will open in Adobe Acrobat Reader.



\* Check the file to confirm that it is the correct one.

\* Close Acrobat Reader by clicking the **X** on the (blue) Adobe Title bar.

This will bring you back to the File Upload window.

\* Double click the PDF file or click the **Open** button as indicated in the File Upload window below.



This associates the PDF file with the docket entry as shown in the screen below.



- \* If there is no attachment to the objection. Accept the default of **No** and click **Next**.
- \* If there is an attachment, click **Yes** then click **Next**.
- \* Locate, preview, associate and identify the attachment file. Then click **Next**.

The **Reference** screen appears as shown below.



- \* Select the box to the left of the question "Does this filing refer to an existing document ...?" to indicate **Yes**.
- \* Click **Next**.

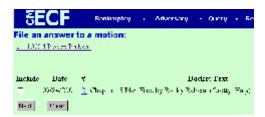
The **Category** selection screen appears as shown below.



You are prompted and must select the category of documents to which the objection refers.

- \* Select **Plan**.
- \* Click **Next**.

The "reference" screen as shown below will appear listing the pending plan(s).



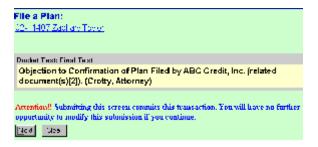
- \* Select the box next to the plan to which the objection refers.
- \* Click **Next**.

The **Modify Docket Text** screen appears as shown below.



- \* There's nothing to be modified.
- \* Click **Next**.

The Final Docket Text screen appears as shown below.



\* Carefully verify the entry. This is your last chance to make any corrections.

NOTE: BEFORE the final submission of an entry, you may use the browser BACK button at any time during a docketing process to verify or make corrections to a prior screen.

BEFORE the final submission of an entry, you may cancel or abort an event at any time during the docketing process by clicking on another menu option on the CMECF Main Menu Bar.

\* If the entry is correct, click **Next**.

The Notice of Electronic Filing appears as shown below.

```
File a Plan:
02 12407 Zaphary Taylor
Natice of Electronic Pling
The following transaction was received from Crotty, Attorney entered on 12/0/2002 at 10:01 AM CSC and field
12/1/2002
Case Name:
                 - Zachary Taylor
Date Number: 02-11407
Document Number: 5
Ducket Texts
Objection to Confirmation of Plan Filed by ABC Credit, Inc. (related document(s)[2]). (Credity, Attorney).
The following document(s) has accominted such this transaction
Dominient description: Mair Document
Original filenomes: Oprastise/objection/oplan PDF
Electronic document Stamp:
4650a5.4495ft155a43940f9466900b9C190R9b0ab9C9R000949480Fb5RF[]
02-11407 Notice will be electronically mailed to:
Attemey Crety attemeyorety@mal.com
02-11407 Notice will not be electronically mailed to:
```